

Child Development & Learning Center COVID-19 Preparedness Plan

All critical businesses in Minnesota are required to have a COVID-19 preparedness plan that protects staff, children, families and the community you serve. This plan recognizes the health and safety requirements already required of Child Development & Learning Center (CDLC). This plan outlines the unique needs of our staff and children in care during this peacetime emergency.

According to Executive Order 20-48, critical business, including providers licensed and certified to provide child care services, are required to follow guidance from the [Minnesota Department of Health \(MDH\)](#) and the [Centers for Disease Control and Prevention \(CDC\)](#) to mitigate the spread of COVID-19. MDH encourages providers to follow the [CDC Guidance for Child Care Programs that Remain Open](#). Updated guidance and helpful tools can be found on mn.gov/childcare. Because there is currently no vaccine for this virus, CDLC will need to operate for many months with the possibility that COVID-19 could be confirmed in our program. The MDH/CDC guidance is designed to prevent, and mitigate, or respond to the transmission of COVID-19 at CDLC.

[Executive Order 20-74](#), signed by Gov. Walz on June 5, 2020, requires all critical businesses to develop and implement a COVID-19 Preparedness Plan that outlines how we will implement MDH and CDC guidelines.

COVID-19 Preparedness Plan describes how CDLC will implement the following components, in compliance with MDH and CDC guidelines for child care programs:

1. frequent handwashing;
2. cleaning and disinfecting;
3. arrival and departure;
4. social distancing throughout the day;
5. plans for identifying and excluding sick staff, volunteers and children;
6. source control and cloth face coverings;
7. workplace ventilation
8. playground use
9. meals and snacks;
10. field trips and events, and
11. communication and training about the Plan.

We will evaluate, monitor, and update our plans as necessary, on a regular basis. The Plan is posted on cdlcpreschool.org.

1. Frequent Handwashing

- Reinforce handwashing routines, especially upon arrival, after having been in a public place or after blowing your nose, coughing, or sneezing. If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol. Ensure children are supervised when using hand sanitizer and that it is inaccessible to them when not in use.

- CDC guidance on handwashing can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#HandHygiene>

Staff and children regularly wash their hands:

- Arrival to the facility and after breaks
 - Before and after preparing food or drinks
 - Before and after eating or handling food, or feeding children
 - Before and after administering medication or medical ointment
 - After using the toilet or helping a child use the bathroom
 - After coming in contact with bodily fluid
 - After blowing nose, coughing, and/or sneezing
 - After handling animals or cleaning up animal waste
 - Before and after playing outdoors or in sand
 - After handling garbage
 - Staff wash hands before assisting children with sunscreen and between each child
- Wash hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.
 - Supervise children when they use hand sanitizer to prevent ingestion.
 - Monitor children with handwashing.
 - After assisting children with handwashing, staff should also wash their hands.

2. Cleaning and disinfecting

Facilities for Prince of Peace daily

- Bathrooms
- Handwashing sinks
- Floors

CDLC Staff daily

- Classrooms
- Doorknobs and handles
- Stair rails
- Classroom tables and chairs
- Lunchroom tables and chairs
- Countertops
- Handrails
- Light switches
- Handles on equipment (e.g., athletic equipment)
- Shared toys
- Shared remote controls
- Shared telephones
- Shared computer keyboards and mice

Clean

- Wear disposable gloves to clean and disinfect.
- Clean surfaces using soap and water, then use disinfectant.
- Cleaning with soap and water reduces number of germs, dirt and impurities on the surface. Disinfecting kills germs on surfaces.

Disinfect

- Recommend use of EPA-registered household disinfectant external icon.
Follow the instructions on the label to ensure safe and effective use of the product.
Many products recommend:
 - Keeping surface wet for a period of time (see product label).
 - Precautions such as wearing gloves and making sure you have good ventilation during use of the product.
 - Use diluted household bleach solutions, if appropriate for the surface.
 - Leave solution on a surface for at least 1minute.To make a bleach solution, mix: 5 tablespoons (1/3 cup) of bleach per gallon of water OR 4 teaspoons of bleach per quart of water. Make only enough diluted bleach solution that can be used in 24 hours.
 - Check to ensure the product is not past its expiration date.
 - Use eye protection or have immediate access to an eyewash station.

Clean and Sanitize Toys

- Toys that cannot be cleaned and sanitized should not be used.
- Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions should be set aside until they are cleaned by hand by a person wearing gloves. Clean with water and detergent, rinse, sanitize with an EPA-registered disinfectant, rinse again, and air-dry. You may also clean in a mechanical dishwasher. Be mindful of items more likely to be placed in a child’s mouth, like play food, dishes, and utensils.
- Machine washable cloth toys should be used by one individual at a time or should not be used at all. These toys should be laundered before being used by another child.
- Toys that need to be cleaned place in to be washed bins.
- Children’s books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures.
- All cleaning materials should be kept secure and out of reach of children.
- Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children from inhaling toxic fume

3. Arrival and Departure

Arrival

- Students will be dropped off and picked up from the playground entrance.
- Students will be met at the car by staff.
- Staff will be wearing facemask, face shields, and gloves.
- COVID check will be done from the car. This check will include asking these questions.
 - Has your child experienced these systems in the last 24 hours:
 - Fever or feeling feverish
 - Chills
 - A new cough
 - Shortness of breath

- New headache
 - New muscle pain
 - New sore throat
 - New loss of taste or smell
 - Gastrointestinal symptoms like nausea, vomiting, or diarrhea.
- Has your child been exposed to someone with COVID-19?
- Child's temperature will be taken. Any temp over 100.4 degrees will not be admitted.
- Staff will record answers and temperature.
- Staff will then take the child from the car and escort the child to the building.
- Students will enter the building.
- Supervised by staff, students will place backpacks and coats in their assigned spot. The students will wash their hands. They will then go to their assigned classrooms.

Departure

- Parents will drive up to the playground entrance.
- The parent will hold up the number assigned to their child.
- Staff will walk the student to the car.
- Students will wait in the classroom with teacher and other students until called.

4. Plans for sick children, staff, and volunteers

No one will enter CDLC space without health screening and temperature taken. This will be recorded.

Procedure for arrival of staff:

- Staff will have a temperature check done on arrival. Temperature of 100.4 will be sent home. All staff are to stay home if they are having any symptoms linked to COVID.

When a student, staff member, or volunteers develops any symptoms of illness consistent with COVID-19 at CDLC:

- Isolate the person in room A while they wait to be picked up or until they are able to leave the facility on their own. Room will have available, a cloth face covering / face shield, facial tissues, and alcohol-based hand rub.
- Staff, who are monitoring the student or staff member with symptoms are to be wearing a cloth face mask and practice social distancing. Close off the space used for isolation after the ill person leaves. Staff will wait 24 hours before you clean or disinfect.
- After 24 hours, staff will open the space for use after proper cleaning and disinfecting.
- Staff will clean and disinfect all areas used by the person who is sick, such as high-touch surfaces, and items they have touched (e.g., classroom, cot, recently used toys, shared equipment).
- Staff will wear gloves when cleaning, and wash hands after removing gloves.
- Vacuum the space if needed. Do not vacuum a room or space that has people in it. Wait until the room or space is empty to vacuum.
- Once area has been **appropriately disinfected**, the room **can be opened for use**.

5. Social distancing throughout the day

- Our group size will be ten. A group will be considered teacher and students. The teacher will stay with the children during the day.
- During the day groups will be in their classrooms. Groups will be respectful of other groups in the large space. One group at a time will be in the large space and bathrooms.
- At lunch and snack a group will be spread between two tables.
- Small group activities will be encouraged. Whole group activities in the classroom will be kept to a minimum with space between students provided and marked.
- Nap time students will maintain as much distance as possible between cots. Students will alternate head to toe when resting.

6. Source control and cloth face coverings

- Staff will provide their cloth face masks. CDLC will provide face shields. We will have supply of masks on hand for use. All masks will be washed after use daily. Masks will only be reused after washing and disinfecting.
- Staff will wear masks and or face shield in large common area. Teachers will wear mask or face shield in the classroom recognizing the developmental needs of the children.
- Staff will wear mask and gloves during food prep.
- Children will not be required to wear masks. If a parent requests their child wear a mask, we will do our best to honor that request if the child can reliably wear the mask.

7. Workplace ventilation

- Prince of Peace facilities staff will maintain our fresh ventilation systems.
- No free-standing fans in use when children and staff are present.
- Engage in activities outdoors whenever possible.

8. Playground use

- Classes will have a scheduled playground time. The playground will be used by one class at a time.
- If two small group play outside, we will maintain the same groups from day to day.
- Cleaning high touch areas of the play structure between groups.
- Toys will stay with the group. The group will bring out the toys and bring them in after using. The toys will be disinfected daily.
- Before going out to play students and staff will wash their hands. The students and staff will wash their hands after playing outside.

9. Meals and snacks

- Snacks and meals will be plated and serve to children.
- Snacks and lunch will be served in large area.
- Snack will be to one small group of children at a time. Snack will be served using two tables with cleaning and sanitizing occurring in between groupings.
- Lunch will be served on two tables per group. Only two groups at a time but kept separated in the room.

- Sinks used for food preparation should not be used for any other purposes.
- Students will wash hands prior to and immediately after eating.
- When students are done with lunch they will return to their classroom.
- Staff will wash their hands before preparing food and after helping children to eat

10. Field trips and events

- No Field Trips off of our campus. Walking field trips outside on our campus is allowed.
- No Large group events will be held.
- Virtual speakers will be allowed

11. Communications and training

- All staff and members of management will be trained regarding COVID-19 exposure, as well as applicable policies, procedures, practices, and protocols. The training will be done at our back to school workshops August 24. This training will be done before contact with students. Staff will receive the practices and protocols in writing. In training they will receive information about where to address any concerns about their employer's COVID-19 Preparedness Plan or questions about their right should contact MNOSHA Compliance at osha.compliance@state.mn.us, 651-284-5050 or 877-470-6742. Staff will read and sign they understand the Covid-19 plan.
- CDLC will post COVID-19 Preparedness Plan will be posted August 24 in teacher workroom and through the workplace and will be shared with and reviewed by all staff.
- CDLC will have any volunteers or substitutes read and review the COVID-19 plan before entering our space. There will be masks and protective wear for their use.
- Staff will comply with and follow established rules and practices.
- Copy of the plan will be emailed and include in their orientation packet to families.